

Board Director Job Description

Role Summary

The Board will support the work of the National Service Office (NSO) for Nurse-Family Partnership and Child First. It is responsible for providing leadership, corporate oversight, and strategic governance. The Board is authorized to exercise all the policy and administrative powers of the organization. The Board has the ultimate corporate accountability and authority for all corporate activities.

Specific Board member responsibilities include the following:

- Leadership, Governance and Oversight
- Serve as a trusted advisor and partner to the CEO.
- Review outcomes and metrics for evaluating organizational impact and regularly measure performance and effectiveness using these metrics.
- Approve the annual operating budget, audit reports, and strategic plans and make other material business decisions.
- Be informed of and fulfill all legal and fiduciary responsibilities.
- Contribute to an annual performance evaluation of the CEO.
- Assist in identifying and recruiting new Board members.
- Partner with the CEO and other Board members to ensure that the governing By-Laws and all Board resolutions are carried out.
- Review agendas and supporting materials prior to Board and committee meetings.
- Represent NFP to stakeholders and act as an ambassador and advocate for the organization.

Fundraising

Board members will consider the NSO a philanthropic priority and make outright financial contributions that reflect that priority. Contributions will be commensurate with individual capacity. So that NFP can credibly solicit contributions from foundations, organizations, and other individuals, 100 percent of the Board is expected to make annual contributions. In addition, Board members are expected to support the philanthropic goals and objectives of the organization in other ways, such as identifying prospects, making introductions, and hosting events.

Board Participation

Board members serve three-year terms. Designated Stakeholder Board members are eligible for one three-year term. Board meetings are held quarterly, and regular attendance and full participation is expected. Board members will serve on at least one standing committee with meetings held at the discretion of each Committee Chair.

Expectations

- Commitment to the mission, vision, and goals of the organization.
- Model the values of the organization.
- Respect the interests of those served by the organization.
- Ensure a commitment to diversity and inclusion.
- Keep information confidential as requested.
- Support majority decisions.
- Not use Board service for personal advantage or the advantage of friends and/or family.
- Possess personal qualities of integrity, credibility, and accountability.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about the NSO's mission, has a commitment to service, who has experience in health care, economic mobility and asset building, and a track record of leadership. Board Members will have achieved leadership stature in business, government, health care, academia, philanthropy, and/or the nonprofit sector professionally and/or as a volunteer. Accomplishments will show an ability to attract and engage others in the work of the organization. Ideal candidates will have a commitment to and understanding of NFP's beneficiaries, preferably based on experience, and an appreciation for the role of philanthropy and public policy in supporting the organization. Successful Board members will possess a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals in service to the organization.

Service on the Board of Directors is without remuneration, except for administrative support, but with an exception of financial support for travel and accommodations in relation to Board member duties as needed.